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Division of Professional Licensure  
Office of Public Safety and Inspections

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UNDERSECRETARY OF  
CONSUMER AFFAIRS AND  
BUSINESS REGULATION

CHARLES BORSTEL  
COMMISSIONER, DIVISION OF  
PROFESSIONAL LICENSURE

Agenda

STATE BOARD OF BUILDING REGULATIONS AND STANDARDS  
BUILDING OFFICIAL CERTIFICATION COMMITTEE

*Sturbridge Public Safety Building  
Sturbridge, MA  
June 7, 2017 9:00 a.m.*

Meeting called to order by the Chairman at \_\_\_\_\_ followed by roll call:

1. Roll Call

- |  |                                  |                                 |
|--|----------------------------------|---------------------------------|
| a. Donald R. Torrico, Chairman, BOWM     | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| b. Michael Clancy, Vice Chairman, SEMBOA | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| c. Jeffrey Richards, MBCIA               | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| d. Bonnie Weeks, Member at Large         | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| e. Andrew Bobola, Member at Large        | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| f. Matthew Hakala, Member at Large       | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| g. Roger Fuller, MMA Representative      | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| h. Member of Academia                    | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| i. Bill Horrocks, BBRS Representative    | <input type="checkbox"/> present | <input type="checkbox"/> absent |

Guest Present:

Kimberly Spencer, DPS

2. The minutes from the last meeting on **May 11, 2017** were reviewed by members present;  
**motion to approve these minutes was made by \_\_\_\_\_, seconded by \_\_\_\_\_.**



3. Application for Certification Packets:			M	S
a) Briggs, Jay	Town of Harwich	Local Inspector Appointed 11/17/2015 Extension through 11/30/2017 70 CEU's		
b) Buttrick, Bruce	No Affiliation	Inspector of Buildings / Building Commissioner - CBO Review resume ICC Master Code Professional		
c) Howard, Anne	Town of Provincetown	Inspector of Buildings / Building Commissioner - CBO Appointed 3/29/2016 Local Certification 8/5/2015 118 CEU's		
d) Meczywor, Joseph	City of Holyoke	Local Inspector Appointed 5/1/2016 12 months 5/31/2017 37.5 CEU's		
e) Rice, Christopher	Town of Ware	Inspector of Buildings / Building Commissioner - MCBO Appointed 7/1/2016 Local Certification 5/12/2016 119.5 CEU's		

4. Examination Approval Packets:			M	S
Copies of resumes provided today				
a) Berry, Richard	No Affiliation (Ipswich)	Qualifications Local and/or I of B		
b) Minasian, Vartan	No Affiliation (Westford)	Qualifications Local and/or I of B Qualifications denied 5/11/2017		
c) Santaniello, Carmine	NO Affiliation (Springfield)	Qualifications Local and/ or I of B		
d) Shute, Christopher	No Affiliation (Lynn)	Qualifications Local and/or I of B		
e) Simms, Aaron	No Affiliation (Southampton)	Qualifications Local and/or I of B		

5. New Employee Report Form Packets:			M	S
<p><b>Footnote:</b>  <b>R7.1.7.4 Conditional appointments</b> 7. Any individual conditionally appointed as an inspector of buildings/building commissioner shall first be certified as a local inspector. 'February, 2011'</p> <p>September 4, 2013 ~ On a <b>MOTION</b> by Bill Horrocks and <b>SECONDED</b> by Bonnie Weeks it was voted to review and Acknowledge each <i>New Employee Report Form</i> individually</p>				
a) Kollmer, Matthew	Town of Great Barrington	Acknowledge NERF <b>Local Inspector</b> Appointed 5/8/2017 Quals approved 12/7/2016 0 CEU's <i>not required</i> Signed by Town Manager – <i>shall be chief administrative officer</i>		

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## 6. Extension Requests to be Certified Packets:

### Footnote:

**R7.1.7.4.1 Requests for exam schedule extension.** Upon written petition to the BOCC, any conditional appointee unable to comply with the examination schedule as cited in R7.1.7.4 may for cause, be granted an extension of time in order to comply. Petitions shall be forwarded to the clerk of the BOCC on forms for such purpose, and addressed to the office of the BBRS. The conditional appointee shall state all reasons to substantiate the request for an extension of time. Conditional appointees who have not attempted the examination schedule as herein defined during the prescribed period shall not be granted an extension, and no conditional appointee shall be afforded more than three extensions of time beyond the prescribed period for the level of certification sought. **January 1, 2008'**

M S

a) Martin, Paul	City of Quincy	Extension for Local (1 <sup>st</sup> extension) Appointed 7/1/2016 12 months 7/31/2017  Passed 1A 10/10/2016 (failed 9/20/16, 10/1/16) Passed 1B 2/2/2017 (failed 12/28/16, 1/6/17, 1/17/17) Failed 3B 4/3/2017, 5/17/2017		
b) Hulbert, Wendel	Town of Hampden	Extension for Local (3rd extension) Appointed 11/25/2014 12 months 11/30/2015 Extension through 12/31/2016, 5/31/2017  Passed B1 12/15/2015 Passed B2 7/1/2016 Failed F3 4/4/2017		

## 7. Hearings:

### Footnote:

**R7.4.1.4 Decisions and discipline of certification holders.** The BOCC shall issue a written decision after the hearing. Decisions shall be issued in a reasonably prompt manner. **The decision of the BOCC shall serve as a recommendation to the BBRS and shall be promptly forwarded by the Administrator to the full board for review.** If after a hearing the BOCC finds that the holder has violated any provision of R7.4.1.5, it may recommend suspension of a certification for a fixed period of time, revocation of a certification permanently, or a reprimand of the certification holder. Further, the BOCC may recommend that any order include appropriate remedial or disciplinary conditions. Once forwarded to the BBRS, the board shall either, adopt the recommendation in its entirety, adopt the recommendation with amendment, reject the recommendation in its entirety, or remand the matter to the BOCC further proceedings. A certificate holder whose certification is revoked may apply in writing to the Board for reinstatement no sooner than one year from the date of the revocation.

a) Bernier, Paul BOCC 4-2017	City of Everett	Qualifications and New Employee Report Form were denied May 11, 2017  <i>Hearing withdrawn – email received, Paul Bernier is no longer a Local Building Inspector for the City of Everett.</i>		
b) Duquette, Christian	City of Westfield	Qualifications denied October 5, 2011, November 7, 2012 and May 11, 2017. New Employee Report Form, Appointment date April 10, 2017, not acknowledged.		

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June 7, 2017

## 8. Review Application for Continuing Education – Exhibit Items attached

The continuing education submitted was reviewed by members present; **motion to approve was made by \_\_\_, seconded by \_\_\_. Motion passed by unanimous vote.**

(\*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course Number
Stephen Dupre	5/24/2017	Swimming Pools: Chapter 42 and Appendix G offered through CT	3.0		
Corey Fisher	5/17/2017	Massachusetts Flood Hazards and FEMA offered through BSA	1.5	1	C-1347*
DOL	6/14/2017 9/13/2017	Fall Protection in Residential Construction Complying with OSHA Regulations	2.0	1	
Robert Marsilia	5/11/2017	Solar Updates in the 2017 National Electric Code ICC #11751	1.0		
MetroWest	5/16/2017	SPF or Spray Polyurethane Foam – describes a category of high-performance spray foam insulation and air barrier ICC# 11218	3.0		
Joe Levrault	5/15/2017	2014 Advanced Florida Existing Code – addressing specific issues within the Florida Existing Building Code	7.0		
Matthew Bourque	1/13/2017	Engineering Guide – Designing Fire Safety in Very Tall Buildings offered by SFPE – webinar	1.0		
	5/2017	OSHA 10	10.0	1	C-035*
Doug Chapman	9/14/2017	Complying with the 2015 Commercial Energy Conservation Code	6.5		
District 5	4/11/2017	Marijuana Grow Facility Tour	3.0	1	D5-0417
District 8		2017 NFPA 25 Inspection, Testing & Maintenance Training three (3) day road trip to Cranston, RI The training is from 8:00 – 5:00 with 1 hour for lunch (8 hours) with 1 hour Round Table discussion on the bus trip down and 1 hour Round Table discussion on the bus trip home – some inspectors may take their own transportation			
	Day 1	Intro & NFPA 25 Chapters 1-5 West System Presentation Wet Systems Hand On Chapters 6,7,9 Hydrant Flow Testing			
	Day 2	Dry Systems Presentation & Hands On NFPA 25 Chapters 14 & 15 Simulated Inspection Discuss Inspection Results Wet Fire Demonstration			
	Day 3	Deluge & Preaction Presentation & Hands On JPR Testing Deluge System Live Fire Demonstration Evaluation & Wrap Up			
		2017 NFPA 25 Fire Pump Training – two (2) day road trip Training is from 8:00 -4:30 with 1 hour for lunch and two 15 min. breaks (7 hours) with 1 hour Round Table discussion on the bus trip down and 1 hour Round Table discussion on the bus trip home – some inspectors may take their own transportation			
	Day 1	Pump Types/Pump Room Requirements Electrical Safety Controllers & Transfer Switches Safety Inspection / PPE Electrical System Testing Suction & Discharge Piping & Jockey Pumps			
	Day 2	Flow Devices Inspection Requirements / Pump Testing Setup Fire Pumping Testing Weekly/Monthly/Annual Most Common Pump Problems Graphing & Reporting Pump Challenge Wrap Up			
SEMBOA	May 10,2017	Day One – Mikey U	6.0		

	May 11, 2017	Day 2 Mikey U	6.0		
Jeffrey Dugan	May 23-24, 2017	Community Access Monitor Program	5.0	1	C-1002*
District 5	May 23, 2017	Zoning, House Flippers	2.0	1	D5-0517

## 9. Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting

Examination Approval packet:

a. For Informational purposes:

There are currently 717 certified building inspectors -- 290 Local – 427 Inspector of Buildings

Next meeting scheduled for **July 5, 2017, Sturbridge, MA**